

MEMORANDUM FOR THE RECORD

Date: August 26, 2019
Bowers Conference Room
Room 417, Rembert C. Dennis Building
1:00 pm

Subject: Minutes of the Revenue and Fiscal Affairs (RFA) Board Meeting

Attendees: *Board Members* – Edward Grimball-Chairman, Emerson Gower, and Howell Clyborne (via video conference). *Executive Director*, Frank Rainwater. *Division Directors* - Paul Athey and Lisa Jolliff. *Staff* – Carrie Bundrick, Debbie Glenn, Sandra Kelly, Amanda Martin, Mary K. Miller, Marie Morales, Morgan O'Donnell, Allyn Powell, Karen Rhinehart, Will Roberts, Gordon Shuford, Matt Wellslager, and Lisa Wren. *Guests* – Clare Luther (South Carolina Department of Education).

- I. Chairman Grimball called the meeting to order at 1:05 pm.
- II. Chairman Grimball presented the June 13, 2019 and August 22, 2019 meeting minutes which previously had been shared with the Members and asked if any Member had edits or questions. Hearing no amendments or objections, Chairman Grimball declared the minutes approved as written. (*See attached*)
- III. Agency Matters
 - A. Mr. Rainwater presented the findings of the State Auditor's Review. (*See attached*)
 - B. Paul Athey provided a summary of the 911 Grant Award. (*See attached*)
 - C. Mr. Rainwater presented the FY 2018-19 Accountability Report and reported there was one update to the measures in the document since the presentation in June. He stated Members would need to consider and vote on the report and if approved, Chairman Grimball and Mr. Rainwater would need to sign the report. (*See attached*)
 - *Mr. Gower made a motion to approve the FY 2018-19 Accountability Report and Mr. Clyborne seconded. All voted aye and the report was approved.*
 - *Mr. Gower thanked staff for a thorough and informative report; Chairman Grimball and Mr. Clyborne concurred.*
 - D. Mr. Rainwater presented a procurement request that required authorization from the Board pursuant to §11-35-450. (*See attached*)
 - *Mr. Clyborne made a motion to approve the procurement request and Mr. Gower seconded. All voted aye and the request was approved.*
- IV. Personnel Matter
 - A. Chairman Grimball stated that the Board had met on August 22nd in executive session to discuss the Executive Director's FY 2018-19 annual performance review.

- *Mr. Clyborne motioned to approve the Executive Director's FY 2018-19 evaluation and Mr. Gower seconded. All voted aye and the evaluation was approved.*

Chairman Grimball stated that although the meeting was short, it in no way discounted all the work staff had done; Mr. Gower and Mr. Clyborne concurred.

- IV. The next scheduled meeting is September 16, 2019, following the BEA Meeting.
- V. The meeting was adjourned at 1:13 pm by Chairman Grimball.

Attachments: Agenda, Meeting Materials

Public Notice of this meeting was posted at: <http://rfa.sc.gov/meetings>

These minutes were approved on 9/16/19.

Sandra Kelly 